



Inspection number: 00001001000

WISHA inspector name: Joe Inspector

Your Right to Appeal

For Employers

If you are cited for a violation of WISHA safety and/or health rules, you may appeal the citation and/or the penalty. **You have 15 working days from the date you receive this citation to appeal.** Your appeal must be in writing. It may be mailed, faxed, or personally delivered.

Your appeal must include:

- Name, address, telephone number, and fax number if available of the employer who is appealing, and for anyone who is representing the employer, if any, such as an attorney or interpreter.
- Inspection Number (You will find this nine-digit number on your citation.)
- Statement explaining:
 1. What you think is wrong with the citation and any related facts.
 2. How you think the citation should be changed.
 3. What relief you are seeking and why.

Posting requirement:

You must post your appeal documents (along with this citation packet) until the appeal is resolved. You must also post all other documents related to this appeal.

For Employees or Their Representatives

If your employer is cited, you may only appeal the correction due date(s).

Your appeal must include:

- Your name, address, and telephone number, and fax number if available and the same information for anyone who is representing you, if any.
- Inspection Number
- Statement explaining why you think the correction due date should be changed.

Send all appeals to:

Assistant Director for Industrial Safety and Health
Attn: Appeals Unit
PO Box 44604
Olympia, WA 98504-4604
Fax to: **360-902-5581** or deliver to: **Any L&I office**

For more information call the appeals unit: **360-902-5486.**